

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: MAST International
 Region/Locality: New River Valley
 Period: Apr-04

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
Phase II					
(1)On-ste Visit w/InterAct	Blacksburg			3	Schedule/Prepare for preliminary survey
(1)On-site visit w/Lt. Bradbury	Blacksburg			0.75	Delay on Mapping Contract
(10)T/C w/Lt. Bradbury	Blacksburg			0.5	Follow up re: weekly contact calls
(10)On-site w/Lt. Bradbury	Blacksburg			2.25	Re: Verizon Users meeting/Tower locations
(10)On-site w/Lt. Bradbury	Blacksburg			0.25	Procedure/Form for Phase II testing
(10)Update Phase II Gant Chart	Blacksburg			2	Develop timelines/Edit tasks/Review w/PSAP
(10)T/C w/Katrina - Nextel Partners	Blacksburg			0.75	Status of Tower VA 127P/PSAP survey
(13)Schedule training	Blacksburg			0.5	Re: Manual Re-bid
(1)T/C On-site w/Martha Cox/Travis Elkins	Christiansburg			2.25	Follow up re: Mapping Contract
(1)On-site w/Martha Cox	Christiansburg			0.5	Verify Voice Print installation/readiness
(7)T/C w/John Lewis - DaPro	Christiansburg			0.25	Re: Changes in CAD from USS
(7)T/Cs w/Martha Cox	Christiansburg			1.25	Re: Recorder not recording 911 calls
(8)T/C w/Bob Layman - Triton	Christiansburg			0.25	Re: Tower 328 sector 2
(10)T/Cs w/Martha Cox	Christiansburg			1	Reschedule meeting/911 wireline trouble
(10)On-site w/Martha Cox	Christiansburg			0.25	Re: Revised Phase II tower sheets
(10)Update Phase II Gant Chart	Christiansburg			5.75	Develop timelines/Edit tasks/Review w/PSAP
(10)T/C Correspondence w/Ntelos	Christiansburg			0.5	Re: Network changes for Phase II
(13)On-site w/Martha Cox	Christiansburg			1.5	Review of Phase II training manual/Re-bid training
(1)On-ste Visit w/InterAct	Montgomery			4	Schedule/Prepare for preliminary survey
(1)T/Cs w/Lt. Chandler/Steve Marzolf/Kip	Montgomery			2	Re: Video cards in mapping for mult. Monitors
(1)Follow up re: Phase II equipment	Montgomery			1.25	Delivery/Installation status
(3)Draft Phase II Service Request letters	Montgomery			3.5	Complete/signed/Send
(7)T/C w/John Lewis - DaPro	Montgomery			0.75	New Mapping cutover impact on CAD
(8)Correspondence re: GIS	Montgomery			0.25	Re: County's GIS data
(10)Correspondence w/Ann Marie	Montgomery			0.5	Request for TN info help
(10)Schedule on-site visits	Montgomery			0.25	For the next 2 months
(10)T/Cs Correspondence w/Lt. Chandler	Montgomery			2.75	Re: Boundary maps/Phase II Forms
(10)Review of TCS welcome kit	Montgomery			0.75	Re: Deployment needs
(10)T/C Jeff Dubiel - Ntelos	Montgomery			1	Updated contact info/Routing/Cutover Info
(10)On-site visit w/Lt. Chandler	Montgomery			1.75	Re: Revised Phase II tower sheets
(10)T/Cs E/Ms w/Pearsall/Ann Marie/C. Fox/Rod	Montgomery			3	Re: InterActs request for ESL/GIS info
(10)Complete PSAP Surveys	Montgomery			2.5	Nextel Partners/Intrado/Triton
(10)T/C w/Haxall/Ona/Chief Tolley	Montgomery			0.75	Re: ESN request by US LEC
(10)On-site w/Faye Duncan/Lt. Chandler	Montgomery			2	Re: Trunk upgrade by Ntelos/Status
(10)Update Phase II Gant Chart	Montgomery			2	Develop timelines/Edit tasks/Review w/PSAP

(13)Schedule training	Montgomery		6.25	Re: Manual Re-bid/GEO cutover
(13)Completed Training Document	Montgomery		0.5	Re: Phase II ALI upgrades/Parameter changes
(13)On-site w/Duncan	Montgomery		3	Review Phase II Training Manual
(15)On-site w/Lt. Chandler/Chief Tolley	Montgomery		0.75	Re: True-up process
(1)T/C Correspondence w/Lt. Surber re: Steve Marzolf	Pulaski		1.75	Revised quote from InterAct/Board funding
(4)T/Cs w/Lt. Surber	Pulaski		3	Re: WB decision on InterAct funding
(7)T/C w/Pat Vaughn/Lt. Surber	Pulaski		0.75	Re: Mapping/CAD contract status
(8)Correspondence w/Craig Dowden	Pulaski		0.75	Re: Tower information request
(10)T/Cs w/Jeff Dubiel	Pulaski		1.25	Re: Tower spread sheet/Trunk upgrades
(10)T/Cs On-site w/Lt. Surber/Chris Akers	Pulaski		1.25	Re: Mapping Status/Project funding/vendor contract
(10)T/Cs Correspondence w/Lt. Surber	Pulaski		1	Re: InterAct pricing/Contract delays
(10)T/C w/Lt. Surber	Pulaski		0.25	Re: Network changes for Phase II
(10)Update Phase II Gant Chart	Pulaski		4.5	Develop timelines/Edit tasks/Review w/PSAP
(11)Correspondence w/PSAP	Pulaski		0.25	Re: On-site visit reminder
(13)Schedule training	Pulaski		0.5	Re: Manual Re-bid
(1)On-site w/Commandr. Shamody	Radford		0.75	Re: New Mapping vendor strategy
(1)Re-issue Phase II Mapping RFP	Radford		3	Review of RFP/notification of re-release
(10)T/C Jim Hurt/Commandr. Shamody	Radford		2.25	F/U re: Mapping data cleanup/Status/Contract
(10)Update Phase II Gant Chart	Radford		2.75	Develop timelines/Edit tasks/Review w/PSAP
(10)T/Cs On-site w/Commandr. Shamody/Harris	Radford		1.5	Re: Rebid process/training/APU issues
(10)T/C w/Sojka re: InterAct	Radford		0.5	InterAct as an integrated system
(10)Draft Correspondence	Radford		0.5	Re: New IP Phone System being installed
(10)T/C w/Candice Fox	Radford		0.5	Update on Mapping contract status
(10)On-site visit	Radford		3.25	Re: Verizon Users manual/PSAP status/updates
(10)T/C w/Commandr. Shamody	Radford		0.5	Re: Interest in Beta test site
(10)T/C Correspondence w/Harris	Radford		0.75	Re: Network changes for Phase II
(11)Correspondence w/PSAP	Radford		0.25	On-site visit reminder
(13)Schedule training	Radford		1	Re: Manual re-bid
(15)F/U request from Commandr. Shamody	Radford		0.5	Re: Extension request to WB
(1)Update Mapping Matrix	Region		2.25	With the most current info
(1)Follow up Correspondence w/WSPs	Region		0.5	Re: PSAP readiness for map installs
(1)Correspondence re: Steve Marzolf	Region		0.25	Re: InterAct mapping
(3)Phase II Service Request Letters	Region		1	Copy/Mail to WSPs/LEC/WB
(4)Correspondence w/PSAPs	Region		0.5	Re: 4th quarterly payments
(7)T/Cs w/WSPs	Region		1.75	Re: Re-bids times
(8)Review of cell tower routing	Region		17.5	Review/Update/Edit/log
(10)T/Cs re: Ntelos	Region		0.5	Worksheets
(10)Update Phase II Gant Chart	Region		11.5	Edit tasks/timelines
(10)T/Cs Correspondence w/WSPs	Region		1.5	Re: Phase II testing procedures
(10)Update WSPs/vendor Contact Sheet	Region		1.5	With most current updates/changes
(10)T/C correspondence re: Intrado data	Region		0.75	Mapping data collection
(10)Review "Signaling Sequences"	Region		1.25	From Ntelos
(10)Tasking re: LEC preparedness	Region		1	Phase II ALI testing
(10)Tasking updates	Region		1.25	Re: implementation for PSAPs
(10)Review/Correspondence	Region		1.5	Resolving Mapping data issues
(10)T/Cs Discussions w/Verizon re: re-bid	Region		2.75	Confirmation of PSAPs ability/training
(10)Created data sheets	Region		4.75	Tower locations by WSPs
(10)Correspondence w/PSAPs	Region		0.5	Re: Monitoring Calls for routing changes
(10)Correspondence w/Craig Dowden/Ineke Fereber	Region		1.5	F/U re: Information request

